

Chesterfield County Committee on the Future

By-Laws

Article I Name

The name shall be the Chesterfield County Committee on the Future (the “Committee”).

Article II Authority and Purpose

Section 1. – The Committee is authorized by Section 7.5 of the County Charter (approved in 1987) to identify the challenges facing the County in the future and make recommendations on solutions and strategies for meeting those challenges.

Section 2. – The purpose of the Committee shall be as follows:

- A. To forecast comprehensive, long-range conditions in the County,
- B. To make recommendations for resolution of issues in the long-range,
- C. To provide information designed to guide elected officials toward a realistic long-range plan for Chesterfield County in the twenty-first century,
- D. To expand beyond present-day limitations, presenting a view not necessarily bound by what will be, but embracing what can be.

Article III Appointment

The Chesterfield County Charter calls for equal representations from each of the magisterial districts. Appointment to the Committee shall be by the Board of Supervisors.

Article IV Term

The term of the members shall be at the pleasure of the Board of Supervisors. Vacancies shall be filled by the Board of Supervisors.

Article V Meetings

Section 1. – Meetings shall be conducted as required, but not less than one per quarter. Each meeting of the full Committee shall be announced by a written notice to the public. Meetings may be called by the Chairman, or by a member of the Executive Committee, or upon written request of a simple majority of the members.

Section 2. – A quorum shall consist of a simple majority of Committee members.

Section 3. – Meeting format shall be informal. However, Roberts Rules of Order may be invoked at the discretion of the Chairman or other presiding officer.

Section 4. – Ad hoc or subcommittee meetings shall be called as required and shall not require notice to the public.

Article VI Fiscal Year

The fiscal year of the Committee shall begin on the first day of July and end on the thirtieth day of June, consistent with the County fiscal year.

Article VII Officers and Executive Committee

Section 1. Titles – The officers of the Committee shall consist of the chairman and the Vice Chairman.

Section 2. Executive Committee – The Executive Committee shall be composed of the officers of the Committee, the immediate past Chairman providing he is an active Committee member and a designated staff member for support.

Section 3. Term – The term served by each officer shall be two years. Officers shall be elected biannually for one term. These officers shall serve until their successors are elected and installed.

Section 4. Nomination and Election – Nomination of officers shall be completed prior to the expiration of the preceding term of office at a called meeting of the Committee, and shall be made in an open nominating process by members and duly seconded. The order of nomination and election shall be Chairman and Vice Chairman, and each nomination and election shall follow each other sequentially. If no candidate receives a plurality of the votes cast, those candidates who tie shall participate in a special tiebreaker ballot until one candidate is elected, or until five such ballots have transpired. If no candidate withdraws, the tie will be broken by reopening the nominations for additional candidates and another vote taken. A candidate shall be deemed duly elected if he or she receives a largest number of votes cast for the office.

Section 5. Vacancies in the Executive Committee – Vacancies in offices other than Chairman may be filled by the Chairman’s appointment, subject to approval by the full Committee. Vacancies in the office of Chairman shall be filled by the Vice Chairman, subject to the approval of the full Committee.

Section 6. Duties of Officers –

- A. The Chairman shall preside at all meetings of the members and of the Executive Committee. The Chairman shall be empowered to appoint chairman of other committees and fill vacancies.
- B. The Vice Chairman shall perform such duties as are assigned by the Chairman, and in the absence of the Chairman the Vice Chairman shall perform the duties of the Chairman. Upon the resignation or removal of the Chairman, the Vice Chairman shall assume the duties of the Chairman until the vacancy is filled in accordance with Section 5.

Section 7. Duties of the Executive Committee – The Executive Committee shall have general responsibility for, and authority to conduct, the affairs of the Committee when not in session and authorizing routine correspondence and communications as well as recommend all budget expenditures.

Section 8. Conflict of Interest – No officer or group of officers, no Committee member shall take a formal position on behalf of the Committee, which is contrary to the formal or demonstrated position of the Committee. This is notwithstanding, the officers and members of the Committee shall not be denied their full individual rights to self-expression. No officer or member shall use his position in the Committee for personal financial gain, or make reference to his association with the Committee in any commercial advertising. No part of the income of the Committee shall inure to the benefit of any member or any private individual (except that reasonable compensation may be paid for services rendered to or for the Committee affecting one or more of its purposes), and no member, or officer, shall be entitled to share in the distribution of any of the Committee’s assets on dissolution of the Committee.

Section 9. Resignation and Removal of Officers –

- A. An officer may be removed by majority vote of the full Committee when he is unable to carry out his duties or fails to attend five or more meetings of the Committee or the Executive Committee during the term of his office.
- B. Members who are elected to public office shall be required to resign their office and membership.
- C. Any officer may be recalled and removed at a meeting of the Committee called by written request of six or more members made to the Chairman or to the Executive Committee, by a two-thirds majority vote of the members attending such a meeting providing a quorum is present. Should the officer being recalled be the Chairman, the Vice Chairman shall preside over said meeting.

Article VIII

Focus

The focus of the Committee shall be issues rather than partisan or personal politics. No particular candidate for public office shall be endorsed or backed by the Committee. The Committee, acting as a body, will be active in issues affecting the long-range well-being of the County of Chesterfield and will take positions on issues either separately or in conjunction with other organizations.

Article IX

Amendments

Amendments to these by-laws may be made at any called meeting for this purpose by a two-thirds majority vote of those in attendance at such meeting.

Amended: 3-25-96